

CIO Project Summary

PROJECT TITLE: Absoni, LLC

SUBMITTED BY: Debra Gates

REQUESTING DEPT: Trustee

PHONE #: (901) 222-0205

CIO's Recommendation: Recommend with conditions. There are identified risks for using this consultant long term; however, the consultant brings experience with the Trustee's systems and undocumented knowledge of those systems. To reduce risk to the Trustee, alternative resources should be pursued. ITS can be that alternative and a more logical long term solution. A portion of this contract should be used for the consultant to transfer knowledge to the ITS staff but balanced with the primary reason of the contract.

1. **Business Problem/Project Objective:**

To provide for professional technical services related to computer programming to support customized proprietary software applications and the implementation of new tax software.

2. **Proposed Solution:**

Develop an RFP to evaluate and acquire outside assistance seeking professional technical services related to computer programming for the tax collection implementation and maintenance of legacy systems.

The recommendation was made to enter into a contract for \$130,000.00 with Absoni, LLC, Inc., a business that provides professional technical computer consulting services for clients.

3. **Primary Justification – a., c.**

a. **Strategic** – Required by or directly supports one of the Shelby County Long Term Information Plan strategic objectives.

Increased Efficiency of Government; Stay with a Computer Off The Shelf solution (COTS);

b. *Regulatory / Safety* – Required by law or to prevent imminent risk to employees or assets.

c. **“Lights On”** – Project must be done in order to keep the base services running.

Software is past end of life – Developer will assist with new implementation.

d. *ROI* – Project provides financial benefits (cost savings or cost avoidance) sufficient to justify the expenditures.

e. **Capacity/Growth** – Required due to insufficient capacity of current system(s) or additional users being added.

f. **Goal Critical** – Doesn't meet any of the above categories, but needed to meet critical goal.

4. **Objective/Value Proposition**

The selected vendor offers a resource, former MIS Manager, Niharika Pilla, who has provided programming support to the Trustee for more than eight (8) years--one with solid exposure and a strong working knowledge of critical tax systems and integration points. This individual has extensive knowledge of the Trustee's large scale system environment with a reliable working knowledge of the software and software tools the Trustee uses. In addition, this individual has experience with Trustee data conversions and the tools used for conversion.

5. Key Milestones and Dates

Billing is by the hour.

<u>Milestone Number</u>	<u>Milestone/Deliverable</u>	<u>Approximate Dates (Not provided)</u>
1	Provide Conversion Data to Thomson Reuters for at least two iterations including work to accommodate Assessment Increases, Special Assessments, Tax Freeze, and Tax Relief in Aumentum.	
2	Provide the Conversion Code to SC ITS with documentation and training so as to allow SC ITS to deliver conversion data to Thomson Reuters.	
3	Provide data and reports to facilitate balancing between systems (i.e. STAR, City of Memphis, Aumentum).	
4	Provide Data Model reporting to assist with process re-engineering and information requirements.	
5	Lead the effort and work with SC ITS to successfully integrate Debt Manager Collection Software with the new tax software from Thomson Reuters called Aumentum.	
6	Provide documentation and training so as to allow SC ITS to maintain the Debt Manager Collection software along with the SSIS packages and ETL tools designed to transfer data from Aumentum.	
7	Provide documentation and training so as to allow SC ITS to maintain the Debt Manager Collection software along with the SSIS packages and ETL tools designed to transfer data to and from the existing tax software called STAR.	
8	Provide assistance to SC ITS and other consultants involved with the integrations necessary for a successful Aumentum installation (i.e. website, State of Tennessee Tax Relief, RTL Payment Processing, Opex Image Capture, Onbase Document Repository, PAM, etc.).	
9	Provide assistance to establish archival solutions for County and City of Memphis historical tax records.	
10	Provide upgrades, maintenance and support for Trustee legacy systems, including break/fix requirements.	
11	Assist in the development of plans to transfer support of the Trustee applications to ITS.	
12	Provide training for end users on various select and custom developed programs as needed.	
13	Provide training for ITS staff on various select and custom developed programs as needed.	

6. Measures of Success

Successful completion of the Aumentum tax collection project and knowledge transfer to ITS so that ITS will be able to support the Trustee.

7. Responsible Manager – Tina Walker

8. Confidence in Ability to Deliver – Medium to High Risk, High Profile, Data Conversion.

9. **Project Dependencies or Synergies –**
 - N/A

Dependency Relationship

N/A	
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10. **Legal Implications –** None

11. **Resource Requirements –**
 a. N/A

12. **Other Systems or Processes Impacted –** N/A

13. **Single Vendor Item? –** Yes

14. **Are there practical alternatives to this project? –** Not at this time

FINANCIAL OVERVIEW

O&M Only Funds Required – List the funding required to implement the proposed solution by major category. If applicable, include the type or number of assets.

Cost Summary

	Project Year	Contract Amount	Actually Spent	Expected Total Project Cost
Absoni, LLC	FY2015	\$160,000	\$159,713.60	\$159,713.60
Absoni, LLC	FY2016	\$160,000	\$155,397.75	\$155,397.75
Absoni, LLC	FY2017	\$130,000*	\$130,000.00	\$130,000.00
Total Expected Spend				\$445,111.35

TOTAL Projected Amount for project \$445,111.35 *If contract is continued to full potential length (FY2017 and option to renew for 3 terms; total cost would be **\$835,111.35.**

Proposed Budget Source:

FY 2016 O&M Budget; Account # 042-800801-6620

Incremental FTE's **No additional staff**

Amount in the current year C.I.P. Plan **\$0**

Are related project expense components in current year O&M Budget? Not directly associated with this contract.

Amounts (note shortfall or surplus) 0

Is this a replacement of a current system or hardware? No

If so, what is the best estimate, on an annual basis, to keep the existing hardware / system operating?